

Fines and Fees

To help ensure that items in our collection are available for all patrons, we do charge fees for overdue, damaged and lost materials. We also charge fees for printing and scanning in order to cover the cost of our supplies.

Overdue items

For overdue items, the following rates apply:

Type of item	Fine per day	Maximum fine applied at	Maximum fine
Adult Books, Periodicals & CDs	\$0.25/day	50 days	\$12.50
New Adult Books	\$0.50/day	40 days	\$20.00
Children's Books, Periodicals & CDs	\$0.20/day	50 days	\$10.00
DVDs	\$0.50/day	20 days	\$10.00
Interlibrary Loans	\$1.00/day	20 days	\$20.00
Museum Pass	\$5.00/day	6 days	\$30.00
Book Bag Kit	\$1.00/day	20 days	\$20.00
Laptop (for use in the library only)	\$10.00/hour	10 hours	\$100.00
Telescope	\$7.50/day	67 days	\$500.00

Once an item is overdue by more than a certain period of time, a maximum fine is applied. The overdue item will not continue to accrue fines after this point, and the fine is capped at the maximum (see table above). This is done at the library once the item is returned or replaced, so a patron's account at home may show a differing amount than what is actually due. Please contact CPL at (603) 225-8670 if you have questions about a specific account.

When an item is more than 28 days overdue a bill for replacing the item is sent and a billing fee is added to the patron's account (\$5.50). Late fines are not charged in addition to the replacement cost unless an item was renewed after it was due. If the item is returned at this point, the billing charge will be withdrawn and the late fines will be applied instead.

After an additional waiting period, accounts with \$50 or more due are sent to a collection agency and the agency's fee (\$10) is added to the patron's account.

Replacement charges for lost, damaged and unreturned items

For items that are lost, damaged or not returned within 28 days, the following replacement charges will be applied.

Type of item	Replacement charge
Adult Hardcover Books	\$30.00
Adult Softcover/Paperback Books	\$20.00
Mass Market Paperback Books	\$10.00
Children's Nonfiction	\$25.00
Children's Fiction	\$20.00
Children's Paperback Books	\$12.50
Book Bag Kits	\$25.00
Periodicals	\$7.50

Music CDs	\$15.00
Audiobooks	\$12.00/disc, \$60.00 maximum charge
Adult DVDs	\$15.00/first disc, \$10.00/each additional disc, \$50.00 maximum charge
Children's DVDs	\$15.00
Paperback accompanying any media	\$10.00
Museum Pass	\$30.00
Canvas bag for Book Bag Kit	\$40.00
Book Bag Kit (entire)	\$190.00
Laptop (for use in library only)	\$500.00
Telescope	\$500.00
Replacement Library Card	\$2.50
Replacement Barcode for an item	\$1.00
Damaged DVD or CD case	\$3.00
Damaged audiobook case	\$10.00
Lost Children's Kit Bag	\$2.00

Non-resident card rates

Because CPL is funded by Concord and Penacook taxes, we do charge fees for non-residents who would like to get a CPL card. For Concord and Penacook residents, there is no charge to get a library card (please see the application page for details on how to apply). For non-residents, the following rates will be applied:

Annual Fee	\$100.00
Semi-Annual Fee (6 months)	\$55.00
Senior Citizen (age 65 and up) Annual Fee	\$85.00
Senior Citizen Semi-Annual Fee (6 months)	\$45.00

If you work in Concord, your business may be eligible for a CPL Business Card. Please see the application page for details on how to apply, or call the Service Desk at (603) 225-8670 for more information.

Printing and Scanning

The library has 10 desktop computers, 1 print station for black and white and/or color printing, a copier and a scanner. These are all available for public use. There is no charge for using the scanner; unfortunately CPL no longer has a fax machine, but Service Desk staff can direct you to the closest location with a fax. The printer can print from desktop stations, Chromebook laptops, or wirelessly from your personal device. Please ask at the Service Desk for more details. Charges for printing and scanning are:

Black and White Printing	\$0.15/page	
Color Printing	\$0.50/page	
Photographs scanned by CPL staff, saved on disc and mailed to you:	\$10.00/photo, \$5.00 for mailing	
Requested Documents mailed to you:	\$1.00/first page, \$0.50/second page and up	

Photographs scanned by CPL staff and saved to disc for you	\$10.00/photo	
Photographs scanned by CPL staff and sent by email to you:	\$10.00/photo	

¹Updated 1/20/16 NC